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#### Contract Database Metadata Elements

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Montgomery-Otsego-Schoharie Solid  
Waste Mgt Auth And Csea Local 829  
(Mosa General Unit)

5027 MD  
36920 GEN

# AGREEMENT

by and between the  
**MONTGOMERY OTSEGO SCHOHARIE  
SOLID WASTE MANAGEMENT  
AUTHORITY**

and

**CSEA, Local 1000 AFSCME,  
AFL-CIO**

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**NYS PUBLIC EMPLOYMENT  
RELATIONS BOARD**



**MOSA Unit**

**Montgomery County Local 829**

**January 1, 2001 – December 31, 2003**



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AGREEMENT, made this \_\_\_\_\_ day of \_\_\_\_\_, 2001 by and between the Montgomery, Otsego, Schoharie Solid Waste Management Authority, (hereinafter referred to as "MOSA", the "Authority" or "Employer") and the Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO (hereinafter referred to as "CSEA" or "Union").

### Preamble

It is the policy of the Authority to continue harmonious and cooperative relationships with employees of the Authority. This policy is effectuated by the provisions of the Public Employees Fair Employment Act granting employees the rights of organization and collective representation concerning the determination of the terms and conditions of their employment. The purpose of this Agreement is to promote and maintain good relations between the Authority, the Union and the employees represented by the Union and to make clear the basic provisions upon which such relations depend. It is the intent of the Authority and the Union to work together to provide mutually satisfactory terms and conditions of employment as well as to adjust misunderstandings or grievance related to the employment arising hereunder.

### Article I - Recognition

#### Section 1.

The Montgomery, Otsego, Schoharie Solid Waste Management Authority (hereinafter referred to as "MOSA", the "Authority" or "Employer") hereby recognizes the Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO (hereinafter referred to as "CSEA" or "Union") as the sole and exclusive representative for all full time employees set forth in Appendix A, for all terms and conditions of employment and the administration of grievances for the maximum period provided by the Public Employees Fair Employment Law. Excluded from the bargaining unit, are employees set forth in Appendix B, part time employees and temporary employees.

#### Section 2.

Temporary employees who are employed for a continuous period of six (6) months shall become members of the bargaining unit.

## Article I - Recognition (Continued)

### Section 3.

MOSA shall provide CSEA with notice of the establishment of a new title. Upon request of CSEA, the parties shall meet to discuss the inclusion/exclusion of the Title from the Bargaining Unit. If the parties cannot agree on such inclusion or exclusion, CSEA may petition PERB.

## Article II - Management Rights

Except as expressly limited by any other provisions of this Agreement, all of the authority, rights, and responsibilities possessed by the Authority, are retained by it including, but not limited to, the right to determine the mission, purposes, objectives and policies of the Authority; to determine the facilities, methods, means and number of personnel required; to select, recruit, hire, appraise, train, retain, layoff, promote, classify, reclassify, allocate and reallocate positions, determine qualifications of employees; assign or transfer employees; to direct, deploy, utilize the work force; to decide the number and location of its businesses and service operations to be conducted and rendered; to maintain order and efficiency in all of its departments and operations, including the right to discipline employees.

## Article III - Dues and Insurance Deductions

### Section 1.

CSEA shall have the exclusive right to authorized payroll dues and insurance deductions.

### Section 2.

The employer shall deduct from the wages of employees and remit to CSEA at the end of each pay period any amount for those employees who sign authorization cards permitting such payroll deductions.

### Section 3.

These deductions shall be identified and forwarded to the Treasurer of CSEA, Inc., 143 Washington Avenue, Albany, New York 12224.

### Article III - Dues and Insurance Deductions (Continued)

#### Section 4.

Deductions authorized by any employee shall continue as authorized unless and until such employee notifies the Employer of their desire to discontinue or to change such authorization in writing. Notification of such discontinuance of deductions shall be in writing, shall be signed by the employee and submitted to the Employer in triplicate. One copy shall be forwarded to the Treasurer of CSEA by the Employer. One copy shall be sent to the local union and one copy shall be retained by the employer.

#### Section 5.

CSEA assumes responsibility for the disposition of such funds so deducted once they are turned over to CSEA by MOSA.

#### Section 6.

Employees hired after the execution of this agreement to a bargaining unit position, who elect not to become members of CSEA, shall be required to pay an agency shop fee, in an amount equal to the regular CSEA dues, which fee shall be deducted from the employee's wages pursuant to Section 2 and forwarded to CSEA pursuant to Section 3 of this article. Any individual who is employed in a position listed in Appendix A who is a current member of CSEA, who elects not to remain a member, shall be required to pay an agency shop fee, in an amount equal to regular CSEA dues, which shall be deducted and forwarded to CSEA pursuant to Sections 2 and 3 of this article.

#### Section 7.

CSEA hereby agrees to indemnify the Authority and hold harmless the Authority regarding any claims and suits pertaining to agency shop deductions. This includes legal fee and other expenses and costs incurred in defending such claims and suits in any forum, and any judgments or awards resulting therefrom.

### Article IV - CSEA Rights

#### Section 1.

The Employer shall grant CSEA leave time with pay during each year of this agreement as follows:



### Article III - Dues and Insurance Deductions (Continued)

- a. A total of fifteen (15) days per year for the purpose of delegates to attend conferences, conventions and meetings of the State CSEA. Attendees shall provide to the Authority proof of registration and attendance. CSEA shall notify MOSA of the names of appointed delegates.
- b. A total of ten (10) days per year for the utilization of Union officers (President, Vice President, Secretary and Treasurer) and/or designees for the purpose of attending conferences and conventions, and local and unit affairs. CSEA shall notify the Authority of "designees".
- c. Designated CSEA stewards shall be allowed union leave for necessary investigation and processing of employee grievances that arise under the terms of this Agreement. Such leaves shall only be taken after notification and approval of the employee's immediate supervisor or department head. Approval shall not unreasonably be denied.
- d. The Employer agrees to allow leave with pay, not to exceed ten (10) days in any calendar year, for any employee elected to the Statewide Board of Directors to attend necessary meetings.

#### Section 2.

The Employer shall provide, upon request, to the President of the CSEA unit, copies of resolutions or minutes of their official meetings. Designated representatives of CSEA shall also be permitted to appear and address the MOSA Personnel Committee upon appropriate notice.

#### Section 3.

CSEA shall have the right to post notices and communications on bulletin boards reserved to CSEA and maintained on the premises and facilities of the Employer.

#### Section 4.

Officers and representatives of CSEA shall have the right to visit the Employer's facilities for the purpose of adjusting grievances and administering the terms and conditions of this Agreement, with approval of the Employer which shall not unreasonably be denied. It is understood that the Employer's procedures for on-site visits will be complied with.

## Article IV - CSEA Rights (Continued)

### Section 5.

On January 15 of each year of the contract, and as changes occur, the union shall advise the MOSA Executive Director of the identity of union officers and stewards. The failure of an employee to appear on the official officer/steward list, may result in the denial of union leave.

### Section 6.

It is the responsibility of each employee to notify the Authority of the employee's current address and phone number at which the employee may be reached and to provide the Authority of a phone number and name of a person who can be contacted in an emergency.

## Article V - Compensation

### Section 1.

Pay grades for bargaining unit employees shall be listed in Appendix "A".

### Section 2.

Effective January 1, 2001, base salaries for bargaining unit employees shall be increased by \$.42 per hour over the 2000 rates.

### Section 3.

Effective January 1, 2002, base salaries for bargaining unit employees shall be increased by \$.50 per hour over the 2001 rates.

### Section 4.

Effective January 1, 2003, base salaries for bargaining unit employees shall be increased by \$.50 per hour over the 2002 rates.

Article V - Compensation (Continued)

Section 5.

a. Effective January 1, 2001, longevity increments shall be as follows:

1. After five (5) years continuous service, \$.15 per hour.
2. After ten (10) years continuous service, an additional \$.15 per hour, or a total longevity of \$.30 per hour.
3. After fifteen (15) years continuous service, an additional \$.15 per hour, or a total longevity of \$.45 per hour.
4. After twenty (20) years continuous service, an additional \$.15 per hour, or a total longevity of \$.60 per hour.
5. After twenty five (25) years continuous service, an additional \$.15 per hour, or a total longevity of \$.75 per hour.

b. For the purpose of longevity, continuous service shall include absences of less than 1 year.

c. Employees shall be eligible for longevity increments on the first day of the pay period immediately following the annual anniversary date upon which the employee attains the appropriate seniority to qualify for such increment.

Section 6.

a. All overtime work in excess of forty hour per week shall be compensated at one and one half times the employee's rate of pay, which shall include longevity.

b. For overtime calculation purposes, holidays and approved paid leave shall be considered time worked.

c. An employee required to work more than four hours of overtime following their regular full day shall be granted one half hour off with pay for the purposes of eating. A similar one half hour with pay shall be granted for each subsequent four hour period of overtime to be followed by additional overtime.

d. All overtime work shall be authorized by appropriate management and/or supervisory personnel.

## Article V - Compensation (Continued)

e. The employer shall attempt to equalize overtime by job classification and worksite. The parties shall meet on a quarterly basis to review the implementation of this provision.

### Section 7. - Uniforms

a. The Authority shall provide uniforms for the following full time personnel: Maintenance Supervisor, Transfer Station Operator, Transfer Station Supervisor I, Automotive/Maintenance, Mechanic/Operator And Transfer Station Operator Trainee.

b. Employees who receive uniforms are required to wear such uniforms. Each employee shall be responsible for all lost uniforms. If an employee does not receive the appropriate number of uniforms, the employee shall immediately notify a person designated by MOSA and complete the appropriate form.

c. An employee's final paycheck will be withheld until all uniforms are accounted for or paid for by the employee. The employer may deduct any amounts owed for uniforms which are not returned.

d. Effective January 1, 1999, the Authority shall purchase for field employees OSHA approved safety shoes, which employees are required to wear and leave at work at the end of the work day. MOSA shall replace said shoes on an as-needed basis, but in no event, not more than one (1) pair of shoes shall be purchased per employee in a year.

### Section 8.

Employees shall be paid on a regular schedule, every two weeks.

### Section 9.

Authority personnel authorized by the Executive Director in writing by resolution of the Authority, to use their personal vehicles for the express purpose of conducting Authority business, shall be reimbursed at the rate equal to the Internal Revenue Services allowable deduction. Increases in IRS rate shall be prospective, effective January 1 of the year in which tax returns are filed after the announced increase.

## Article VI - Workday/Workweek

### Section 1.

#### Work Hours.

- a. All full time Authority employees shall normally work an eight consecutive hour workday, and a forty hour workweek.
- b. The calendar week shall begin on Sunday and extend through Saturday.

### Section 2.

#### Work Schedule

- a. The normal work schedule for field personnel shall consist of five eight hour days.
- b. The normal work schedule for office personnel shall be five eight hour days, Monday through Friday.
- c. The normal working hours for personnel assigned to field facilities, field collection, transportation activities, and/or operations shall be 7:00 a.m. to 3:30 p.m., unless otherwise established by the Authority.
- d. Normal working hours for office personnel shall be from 8:00 a.m. to 5:00 p.m.
- e. Lunch period for field personnel shall be one-half hour, which shall commence between the fourth and sixth hour of the employee's work shift. Lunch periods may be staggered to accommodate facility operations. Unless otherwise approved by the supervisor, personnel shall remain on site for lunch, except for field personnel charged with off site activities, who may stop at a convenient location for lunch.
- f. There shall be a one hour lunch period for office personnel. Exact starting time shall be staggered between 11:30 a.m. and 1:30 p.m., to provide for telephone coverage.
- g. A ten minute coffee break shall be allowed in the morning, and a second in the afternoon. Such breaks shall be near mid-morning and again near mid-afternoon, the exact times of which shall be determined by the supervisor in each instance. Personnel shall remain at the worksite for coffee breaks, except for personnel involved in transportation or collection activities, who may stop for coffee along their route at the appropriate times.

Article VI - Workday/Workweek (Continued)

- h. Field personnel shall be allowed a five minute wash up period before lunch and a ten minute wash and clean up period will be allowed before the end of the workday. Employees shall not be permitted to leave work until the end of their assigned shift without specific written approval from the Executive Director or his designee.
- i. Employees' wages shall be computed from daily time records which shall be kept by either electronic means or in the form of time cards, as determined in each instance by the employer. Each employee shall be required to punch in and out, or sign in or out, depending on procedures used at the particular facility to which the employee is assigned at the time. All employees shall be assigned to a specific MOSA facility, to which they will report to work each day at their assigned time. MOSA reserves the right to reassign employees to other facilities or locations as the work may require. An employee who is assigned to facilities in either Schoharie or Montgomery Counties, shall not receive any additional compensation if their work location is changed to a different facility within either Montgomery or Schoharie Counties. Any employee assigned to a facility in Otsego County, shall not receive any additional compensation if his work location is changed to a different facility in Otsego County. An employee who is assigned to a facility in either Montgomery or Schoharie County and who is reassigned to a facility in Otsego County, and is reassigned to a facility in Montgomery or Schoharie Counties, shall be paid for travel time at the applicable rate from the employee's normal worksite to the new worksite, plus mileage at the Internal Revenue Service Rate. A reasonable amount of travel time shall be added to the employee's workday. Employees who are permanently reassigned shall not be entitled to travel time or travel expenses. The parties agree to meet and discuss applicable travel times at a labor management meeting. MOSA reserves the right to provide the employee with a MOSA vehicle. If such vehicle is provided, the employee shall not be reimbursed for mileage. An employee who is directed to report to a worksite other than his normal worksite, shall punch in at the new worksite.
- j. Employees shall be prepared to respond to emergency call outs when conditions require. In such instances, where the additional work hours associated with such call outs are not continuous with the employee's regular work hours, the employee shall be compensated for a minimum of four hours at straight pay.

## Article VI - Workday/Workweek (Continued)

- k. With a minimum two weeks notice to the employee and the union, the employer may establish new shifts, workweeks and work schedules.

## Article VII - Seniority

### Section 1.

Seniority shall mean an employee's length of continuous service with the Employer since the employee's last date of hire. Employees who are transferred to MOSA pursuant to Section 70 of the Civil Service Law, or who accept employment with MOSA as a result of MOSA assuming the operations of the employees' former employer, where such employer was governmental entity, shall be credited with their prior service.

### Section 2.

- a. Every new employee shall serve a probationary period of six (6) months, at the end of which time he shall be evaluated by the department head. Based on such evaluation, the employee shall be either dismissed or appointed to permanent status. During his probationary period he shall be compensated at a rate of 50 cents per hour lower than the rate for the grade appropriate to the particular employee's title. Upon attaining permanent status, the pay rate will be advanced to the appropriate level for the particular title. Service time accumulated during the probationary period shall be applicable toward longevity increments provided that permanent status is attained.
- b. Employees with permanent status, who are advanced to a higher paying position shall be subject to the following probationary period.
  - i) If an employee is advanced to a position in Grades A through G, the employee shall service a ninety (90) day probationary period. If the employee is found to be performing unsatisfactorily for the position, he shall be returned to the permanent status position which he occupied immediately prior to his probationary period. At the option of the Employer, the probationary period may be extended for another ninety (90) days. Prior to the extension of the probationary period, the Employer will discuss the matter with the employee, who may request union representation.

## Article VII - Seniority (Continued)

ii) If an employee is advanced to a position in Grade H or above, the employee shall serve a six (6) month probationary period. If upon evaluation, the employee is found to be performing unsatisfactorily for the position, he shall be returned to the permanent status position which he occupied immediately prior to his probationary period.

iii) During the probationary period, the employee may voluntarily return to his former permanent position.

iv) An employee serving a probationary period upon advancement to a higher grade position, shall be entitled, throughout his probationary period to the same longevity increment and leave time accruals which were associated with his prior permanent status.

- c. When a current permanent employee moves to a position in an equal or lower pay grade, the employee shall serve the appropriate probationary period and shall receive the appropriate probationary wage rate. If the employee completes probation, the employee shall be reimbursed the difference in pay between the permanent rate and the probationary rate for the new position. However, if the employee fails probation, or if the employee elects to return to his former original position, there shall be no reimbursement.

### Section 3.

Every January, the Employer shall provide to the CSEA Unit President an employee list containing name, date of hire, title, work location and department. The Employer will notify CSEA of all new hirings.

### Section 4.

An employee's continuous service shall be broken by voluntary resignation, discharge for just cause and retirement. If an employee returns to work in any capacity within one year, the employee shall be credited with prior service less the period of absence.



## Article VIII - Job Posting

### Section 1.

The Authority shall post at each facility a list of job titles, which shall include all titles in the bargaining unit. In addition, notice for eligibles shall be issued when filling a new title, or when an eligible list has been exhausted, or does not exist. There shall be no posting for vacant positions. All titles in the bargaining unit shall be filled pursuant to this Article.

### Section 2.

Simultaneously with the posting, the Authority shall provide at each Authority work location at which the list is posted, a copy of the job description and the qualifications for each position included on the list, and a supply of "promotion application forms".

### Section 3.

Employees in the bargaining unit may, at any time, complete an application for one or more positions. Such forms are to be submitted to the Executive Director or designee. If an employee obtains additional skills or qualifications, the employee may provide such information to the Executive Director or designee.

### Section 4.

Within thirty (30) days after receipt of the forms, the Executive Director or designee will review all executed forms, and evaluate, each, with respect to the applicant's qualifications for the particular position for which application is made. The Executive Director or designee shall make a determination in writing on the form, as to whether or not the applicant is qualified for the position being sought.

### Section 5.

If the applicant is deemed qualified, the applicant's name will be entered on an eligible list for the particular position.

### Section 6.

Once established, said eligible list shall remain in effect until superseded by a subsequent eligible list for the same position. An employee whose name appears on an eligible list, shall remain on said list until the employee leaves employment with the Authority, withdraws his name from the list, or is no longer qualified for the position.

## Article VIII - Job Posting (Continued)

### Section 7.

If a vacant position is to be filled in grades "A" through "G", the senior employee shall be appointed to such position, if qualifications and other factors for promotion are relatively equal among the applicants.

If a vacant position to be filled is in salary grade "H" or above, seniority shall be a factor to be considered in filling such position.

### Section 8.

Employees serving an initial probationary term shall not be considered eligible for promotion until attaining permanent status.

### Section 9.

Employees serving a probationary term shall be paid at the probationary rate for the position plus any applicable longevities.

### Section 10.

Any employee who is identified on a valid and effective "eligible list", who leaves MOSA employment, shall have his name deleted from said eligible list.

## Article IX - Sick Leave

### Section 1.

Sick leave is intended for use only in the instances of incapacitation due to illness or injury of the employee, the employee's spouse, child or step child, or members of the immediate household. Sick leave is available only to full time employees.

### Section 2.

Sick leave shall be credited in accordance with this section to each employee at the rate of four (4) hours per pay period, at the end of each pay period. An employee serving an initial probationary period may accumulate, but may not use sick leave until obtaining permanent status.

## Article IX - Sick Leave (Continued)

### Section 3.

Sick leave shall be for illness sufficient to require the employee to remain at home, except for visits to the doctor or pharmacy to fill prescriptions.

### Section 4.

An employee must be on full pay status for entire pay period to earn sick leave credits. Holidays, vacation days, personal leave and sick leave plus regular hours work qualifies as full pay status. Unpaid absence in the amount of four (4) hours per pay period disqualifies full pay status.

### Section 5.

Sick leave must be taken in minimum increments of four (4) hours, and multiples thereof, except for doctor's visits or approval of management, in which case sick leave may be used in hourly increments. An employee must submit verification from the physician of the doctor's visit. If an employee fails to submit the proper verification, the employee shall be docked four (4) hours pay.

### Section 6.

To receive payment for sick time, the employee, or in the case of incapacitation, another appropriate person, must notify the Department Head or the supervisor or manager, as the case may be, of the facility or activity to which the employee is assigned, prior to the start of his shift from which the employee will be absent due to illness. The use of sick time credits will not be authorized in the absence of such notice. Upon the employee's return to work, after use of sick time credits, the employee shall execute a "sick time report", on a form provided by the Authority, which form shall be signed by both the employee and his immediate supervisor. Payment of current or any future sick leave credits shall not be made in the absence of a properly executed "sick time report" for any prior absence due to illness, injury or physical incapacitations.

### Section 7.

Any employee with permanent status, who is serving a probationary period in connection with promotion, and whose permanent status is immediately contiguous with his current probationary period, shall continue to earn sick leave credits during his probationary period, and then use such credits in

## Article IX - Sick Leave (Continued)

accordance with this section, subject to the conditions, that the Department Head may, at his discretion, extend the probationary period equal to the sick time used by the employee during the probationary period.

### Section 8.

Sick leave, whether for the entire day, or part of the day, taken on a scheduled work day immediately preceding or following a holiday, vacation days, personal day, or any other scheduled leave day, may require written medical certification of such sickness, injury or incapacitation, to the satisfaction of the Department Head, before the employee can receive payment for such sick time, and for the involved holiday, personal day, vacation day or scheduled leave day.

### Section 9.

Absence due to illness, for more than three (3) consecutive work days, may require written medical certification, satisfactory to the Department Head, prior to the employee's receiving sick leave with pay for any additional absence due to illness for a time period determined by the Department Head. The Authority may require an employee to submit to a medical examination at Authority expense to verify that an employee is able to return to work after a long-term illness or injury.

### Section 10.

Sick leave may be taken in the case of illness of the employee himself, or the employee's child, step child, spouse or member of the employee's immediate family.

### Section 11.

The Department Head may require any employee to provide written medical verification of any absence due to illness, prior to authorizing the payment of sick time for such absence. This procedure is intended to be used in instances where there may be reason to suspect past or intended abuse of sick leave privileges. Prior to requiring the employee to submit medical verification under this section, the employee shall be counseled by the immediate supervisor or Department Head that the employee has demonstrated sick leave abuse and that the employee may be required to submit medical verification for future illness.

## Article IX - Sick Leave (Continued)

### Section 12.

Sick leave may be accumulated to a maximum of fourteen hundred (1,400) hours. Employees at maximum accumulation shall not be credited with additional sick time.

### Section 13.

Upon termination of employment there shall be no compensation to the employee for unused sick time, except that in the case of retirement, such unused sick time may be applied as additional service credit pursuant to Section 41(J) of the Retirement and Social Security Law.

## Article X - Holidays

### Section 1.

The following six (6) days shall be designated as holidays with pay for all full time employees:

New Year's Day  
Memorial Day  
Independence Day  
Labor Day  
Thanksgiving Day  
Christmas Day

### Section 2.

1. In addition, individuals who are employees of the Authority On January 1 shall be awarded six (6) floating holidays on January 1 of each year.
2. New employees who commence work after January 1 but before April, shall be awarded five (5) floating holidays on April 1.
3. New employees who begin work after April 1, up to September 1, shall be awarded three (3) floating holidays on September 1.
4. New employees who begin work after September 1 shall not be entitled to floating holidays in that calendar year.

## Article X - Holidays (Continued)

5. Floating holidays must be used during the calendar year in which they are awarded, and only with the approval of the supervisor, with at least 48 hours notice. Unused floating holidays, however, may be added to sick leave accruals subject to the limitations of Article IX, Section 12 hereof.

### Section 3.

Any employee failing to report to work at his assigned location on the work day immediately preceding and the work day immediately following a paid holiday, shall not be paid for the holiday.

### Section 4.

Section (3) shall not be applicable, and the employee shall be compensated for the holiday in light of an absence on the date preceding or following a holiday if one of the following conditions prevail:

1. The employee has requested one or both days off as scheduled leave time with the appropriate advance notice as required in this Agreement, and such leave time has been approved by the department head in writing.
2. The employee is absent because of his own illness, and employee produces such evidence satisfactory to the department head of such illness.
3. The employee is absent because of illness or death of a member of his immediate family and employee produces evidence of such circumstance satisfactory to the department head.

In the case of 2 and 3 above, the Department Head shall be the sole judge as to the adequacy of any evidence presented by the employee to validate his absence.

### Section 5.

If a holiday falls on a Saturday, Sunday or an employee's regular day off, the employee shall be given a floating holiday to be taken with the mutual agreement of the appropriate

## Article X - Holidays (Continued)

supervisor. The holiday shall not be considered as time worked or overtime within that work week. If the employee is scheduled to work on Saturday, Saturday shall be deemed the employee's holiday.

### Section 6.

Any employee required to work on a holiday specified in this Article, shall be paid for the holiday at his regular rate, and shall be compensated for any hours actually worked on such holiday at the overtime rate.

## Article XI - Vacation

### Section 1.

The Employer shall make vacation with pay available to all full time employees with permanent status in accordance with the following:

A. Vacation credited at the end of each full two week pay period at the following rate:

<u>Years of Service</u>	<u>Hours Per Pay Period</u>	<u>Annual Accumulation</u>
0-1	3.0	78.0 hrs/yr
1-5	3.3	85.8 hrs/yr
5-10	4.3	111.8 hrs/yr
10-15	5.3	137.8 hrs/yr
15-20	6.3	163.8 hrs/yr
21+	7.3	189.8 hrs/yr

B. Employees may not use vacation during their first year of employment. If an employee leaves employment within the first year, he shall not be paid for unused vacation.

C. Vacation shall be accrued at the above rates retroactive to January 1, 1990, but shall not be credited until January 1, 1991, except for probationary employees who shall be credited with vacation as provided herein.

### Section 2.

Vacation cannot be used until credited and shall be granted in the discretion of the Department Head. Application filed for uncredited vacation will not be considered.

## Article XI - Vacation (Continued)

### Section 3.

Employees must request vacation at least two weeks in advance of the time requested on a MOSA form. The request must be approved in writing by the Department Head. If an employee does not receive a response within five (5) working days of the request, the request shall be deemed to be granted.

### Section 4.

Employees must be on full pay status for entire pay period to earn credits. Unpaid absence in the amount of four (4) hours per pay period shall disqualify full pay status.

### Section 5.

Accumulation shall be allowed up to two hundred forty (240) hours. There shall be no further accumulation of vacation time while at the maximum.

### Section 6.

An employee may sell back vacation, once per year, with a maximum sell back of sixty (60) hours per year.

### Section 7.

Vacation can only be taken in four (4) hour increments and multiples thereof.

### Section 8.

Vacation shall be paid in full at current hourly rates plus longevity, upon resignation, if written notice of resignation is received two weeks in advance of resignation date.

### Section 9.

Only full time permanent employees shall receive vacation credits. Employees shall accumulate but shall not use vacation during the first year of employment. Such vacation which is accumulated during the first year, will not be credited until employee reaches first anniversary date.



## Article XI - Vacation (Continued)

### Section 10.

An employee with permanent status, who as a result of promotion, is serving a probation period in connection with such promotion, shall continue to be credited with vacation time, at the rate consistent with his service time, provided that his permanent status position was contiguous with his promotional probationary period. Such an employee may, with proper application and approvals, use vacation credits during the probationary period, with the understanding that the department head may, at his own discretion, require an extension of the probationary period in an amount equal to the vacation time used by the employee during the probationary period.

## Article XII - Personal Leave

### Section 1.

Personal leave is intended for use by any full time employee for any reason whatsoever. Each full time permanent employee shall be credited with thirty-two (32) hours of personal leave on each annual anniversary date of his employment.

### Section 2.

Personal leave, once credited, must be used prior to the employee's next annual anniversary date. Unused personal leave shall be converted to sick leave and added to the employee's sick leave accumulation at the end of each anniversary year, subject to the limitation of Article IX, Section 12 hereof.

### Section 3.

Except in emergencies, applications for personal leave must be made at least forty-eight (48) hours in advance, and approved by the Department Head. MOSA approved forms must be used for such application.

### Section 4.

Personal leave shall be used in a minimum of four (4) hour increments, and multiples thereof, except in the cases of family emergency.

## Article XII - Personal Leave (Continued)

### Section 5.

Personal leave shall not be allowed on work days immediately preceding or following paid holidays or vacation days.

### Section 6.

New employees shall not be entitled to personal leave credits while serving their initial probationary period. Upon attaining permanent status, they will be credited with two (2) days personal leave, to be used pursuant to the provisions of this article.

### Section 7.

Any employee with permanent status, who as a result of promotion is serving a probationary period in connection with such promotion, and whose permanent status is immediately contiguous with his current probationary period, shall be credited with personal leave in the event that his anniversary date occurs during the probationary period. Such employee upon proper application and approval, may use any unexpired personal leave during such probationary period, subject to the condition, that the Department Head, may, at his discretion, require an extension of the probationary period equal to the personal time used by the employee during such probationary period.

## Article XIII - Bereavement Leave

### Section 1.

Three (3) days excused time with pay shall be granted to employees for death in the immediate family.

### Section 2.

The immediate family shall be deemed to mean: husband, wife, son, daughter, step-child, father, mother, step-mother, step-father, father-in-law, mother-in-law, grandparents, brothers, sisters, grandchildren.

### Section 3.

The request for one (1) day bereavement leave for other than members of the immediate family listed above, may be granted with the approval of the department head.

## Article XIII - Bereavement Leave (Continued)

### Section 4.

Bereavement leave shall be used in increments of days.

## Article XIV - Maternity & Child Bearing Leave

### Section 1.

Pregnant employees may be asked or encouraged to report the existence of pregnancy, but they may not be required to do so. Where the nature of the duties performed may be particularly hazardous or burdensome during pregnancy, they should be asked or encouraged to do so. In any case where the pregnancy may cause the employee to become medically disabled, she may be required to submit medical evidence as to her fitness for the performance of her duties and/or she may be required to undergo a medical examination, at the expense of the department or agency, by a physician designated by the appointing authority. A pregnant employee who is determined to be medically disabled from the performance of her duties must be treated the same as any other employee similarly disabled insofar as disability leave benefits are concerned.

### Section 2.

In general, disabilities arising out of pregnancy or childbirth shall be treated the same as other disabilities in terms of eligibility for or entitlement to sick leave with or without pay. Absences during pregnancy or following childbirth may be charged to vacation or personal leave time irrespective of whether the employee is disabled. An employee unable to work and on leave of absence because of pregnancy or childbirth shall not be allowed to charge such leave to sick leave credits unless she is determined to be medically disabled from the performance of her duties and then only for such period of her leave as she continues to be so disabled. At the discretion of the Executive Director and upon request of the employee, leave without pay may be granted during pregnancy and prior to the onset of any medical disability.

### Section 3.

Upon termination of pregnancy and the period of disability related thereto, an employee may request leave of absence for child-rearing purposes. Such requests may be approved for a reasonable period of time and, at the discretion of the Executive

#### Article XIV - Maternity & Child Bearing Leave (Continued)

Director, may be approved for additional periods. A "reasonable period of time" for an employee who ceases to be disabled from the performance of her duties within three or four weeks following childbirth would be six (6) months. For an employee who continues disabled for four (4) months following childbirth, a leave of absence for three (3) months would be reasonable. Except in the case of continuing disability, any leave of absence beyond the seventh (7th) month period following childbirth shall be at the discretion of the Executive Director.

##### Section 4.

A pregnant employee is entitled to leave with full pay and/or without pay while unable to work because of pregnancy or childbirth as described above.

##### Section 5.

In cases of legal adoption under Article 7 of the Domestic Relations Law leave for child-rearing purposes shall be granted where the adoptive child is required to reside with the adoptive parents for at least six (6) months prior to an order of adoption being made. In such cases, leave for child-rearing purposes shall be granted for six (6) months commencing from the date the adoptive child begins actual full-time residence with the adoptive parents. Additional leave for child-rearing purposes may be granted in the discretion of the Executive Director; provided however, child-rearing leave shall not exceed a period of two years cumulatively.

#### Article XV - Family Medical Leave Act

Family leave shall be granted to an eligible employee to a total of twelve work weeks of leave during any twelve month period for the following:

Leave for the birth of a child or the placement of a child with the employee for adoption or foster care shall be deemed to satisfy the requirements of the Federal Family Medical Leave Act.

A. Because of the birth of a son or daughter of the employee and in order to care for such son or daughter;

B. Because of the placement of a son or daughter with the employee for adoption or foster care;

## Article XV - Family Medical Leave Act (Continued)

C. In order to care for the spouse, son, daughter, or parent of the employee, if such spouse, son, daughter or parent has a serious health condition;

D. Because of a serious health condition that makes the employee unable to perform the functions of the position of such employee;

An eligible employee may be required to use accrued paid vacation, personal leave, or family leave of the employee for the leave provided under subparagraph A, B or C above. An eligible employee may be required to use accrued paid vacation leave, personal leave or sick leave for leave provided under paragraph C or D above for any part of the twelve week period of such leave.

The Employer shall maintain coverage for health insurance to an employee on leave pursuant to this section for the duration of the twelve week period, under the conditions coverage would have been provided if the employee had continued in employment continuously for the duration of such leave. The Employer may recover the premium that the Employer paid for maintaining coverage for the employee under such group health plan during any period of unpaid leave if the employee fails to return from leave after the twelve week period and (1) the employee fails to return for a reason other than the continuation, recurrence, or (2) onset of a serious health condition that entitles the employee to leave under subparagraph C or D above or, other circumstances beyond the control of the employee.

Nothing contained in this provision shall otherwise limit the obligation of the employer or the employee under the provisions of the family leave act.

## Article XVI- Jury Duty

### Section 1.

Any full time Authority employee who serves on jury duty shall be excused from his required employment with pay during his requested attendance in Court. During the period of his absence from regular employment, the employee shall report to his Department Head for any portion of the normal scheduled work day remaining after he is excused from jury duty for the day. In the event that his position requires replacement in his absence and such replacement has been obtained, the Department Head may assign

## Article XVI - Jury Duty (Continued)

the employee to other duty for the balance of the day. Any compensation received by the employee for jury duty shall be returned to the Executive Director or his designee within five (5) days of receipt by the employee.

## Article XVII - Volunteer Emergency Respondents

### Section 1.

Employees who are volunteer emergency respondents (ambulance corps and fire department personnel) who are called into service prior to the beginning of their scheduled work time, may be paid a maximum of one-half (1/2) of a normal day's work when such duty delays their reporting to work on time. In order to receive such compensation, however, the employee must produce within three (3) business days, a written, authenticated notice signed by the ambulance corps or fire department official in charge at such emergency scene. Such written notice must indicate the time of arrival and departure of the employee in questions.

This section shall not be construed to grant permission to Authority employees who have already reported to work to leave their designated work site because they have been requested by their volunteer service to an emergency scene, except under the most extenuating of circumstances, and then only with the approval of the Department Head or designee.

## Article XVIII - Military Leave

### Section 1.

As provided in Section 242 of the New York State Military Law, Subsection 5, all employees who are required to attend military duty shall do so without loss of pay up to a thirty (30) calendar day period. Employees shall notify the Authority of their military obligations when they become aware of said obligations.

## Article XIX - Health Insurance

### Section 1.

The Authority shall provide to full time employees and their dependents a health insurance plan providing hospitalization and major medical coverage through Mohawk Valley Physician's Health Plan (co-pay - 15 Plus with \$5.00/\$20.00 drug card).

### Section 2.

Effective within sixty (60) days of the signing of the Agreement, the vision health plan shall be modified to the CSEA EBF Platinum 12 Plan.

### Section 3.

The Authority shall provide for full-time employees of the Authority a dental plan provided by the CSEA Employee Benefit Fund. Employees may elect dependent dental coverage at cost to the employee.

### Section 4.

1. Effective January 1, 2001, all employees shall pay 5% of the health insurance premiums.

2. Effective January 1, 2002, all employees shall pay 7 1/2% of the health insurance premiums.

3. Effective January 1, 2003, all employees shall pay 10% of the health insurance premiums.

### Section 5.

Employees who are covered by any other health insurance plan may elect not to receive health insurance provided by the Authority. In such cases, the Authority will provide a "trust account" of forty percent of the Authority's savings calculated on the average annual cost for the plans offered; paid to the employee in December of each year. Employee must elect not to receive health insurance in December for the following year and may not elect to re-enter the Authority's health insurance plan unless the employee is no longer covered by any other health insurance. In such a situation, the employee may elect to re-enter the Authority plan without any waiting period.

## Article XIX - Health Insurance (Continued)

### Section 6.

The parties agree to establish a joint Labor/Management Committee to study health insurance alternatives.

## Article XX - Pension Benefits

### Section 1.

The Authority shall participate in the New York State Employees' Retirement System with all the rights and benefits presently provided by the career Retirement Plan under Sections 75i and 41j of the Retirement and Social Security Law.

## Article XXI - Grievance Procedure

### Section 1. - Purpose

It is the intent of the Authority and the Union that all grievances be resolved informally or at the earliest possible stage of the grievance procedure. However, both parties recognize that the procedure must be available without any fear of discrimination because of its use. Informal settlements at any stage shall bind the immediate parties to the settlement, but shall not be precedent in any later grievance proceedings.

### Section 2. - Definitions

The following definitions shall apply to the identified terms as used in this Article.

- a. A "grievance" is any dispute concerning the interpretation, application or claimed violation of a specific term or provision of this Agreement. A "class grievance" is any dispute which affects two or more employees.
- b. An "employee" shall mean any person in the bargaining unit covered by this Agreement.
- c. The "association" or "union" shall mean the CSEA Unit representing employees of the Authority.
- d. An "aggrieved party" shall mean the employee or group of employees who submit a grievance or on whose behalf it is submitted, the Association and (when it submits a grievance) the Authority.
- e.. A "day" as used here shall be deemed to mean a calendar day.



## Article XXI - Grievance Procedure (Continued)

### Section 3. - Submission of Grievances

- a. Each grievance shall be submitted in writing on a form approved by the Authority and the Union and shall identify the aggrieved party, the provision of this Agreement alleged to be violated, the place where the alleged events or conditions constituting the grievance existed, and, if known, the identity of the person(s) responsible for causing such events or conditions and a general statement of the grievance and remedy sought by the aggrieved party.
- b. An employee or group of employees may submit grievances which effect them personally and shall submit such grievances to the immediate supervisor.
- c. The Union may submit any class grievance. If it is limited in effect to one department, the grievance shall be submitted to the Department Head. Otherwise, it shall be submitted directly to the Executive Director.
- d. The Authority shall present grievances to the president of the Union.
- e. Employees shall be entitled to CSEA representation at each step of the grievance procedure.

### Section 4. - Grievance Procedure

Prior to initiating a formal written grievance, an employee or the Union is encouraged to resolve disputes informally with the appropriate immediate supervisor.

#### a. Step One

The employee shall present the grievance to the immediate supervisor with copies to the Department Head and CSEA no later than ten (10) calendar days after the date on which the act or omission giving rise to the grievance occurred or the employee knew of or should have known of the act or omission. The immediate supervisor shall meet with the aggrieved party and issue a written decision no later than five (5) calendar days following the receipt of the grievance.

#### b. Step Two

If the aggrieved party is not satisfied with the response, or

## Article XXI - Grievance Procedure (Continued)

if no response is received within the required period, the aggrieved party may file the grievance with the Department Head within five (5) calendar days after receipt of the first step decision or within five (5) calendar days after the first step decision should have been received, if no decision is received. The Department Head shall, upon request, meet with the aggrieved party and issue a written decision no later than five (5) calendar days following the receipt of the grievance.

### c. Step Three

In the event that the aggrieved party is not satisfied with the response of the Department Head, or if no response is received within the required period, the aggrieved party may submit the grievance to the Executive Director of the Authority within five (5) calendar days after the receipt of the second step decision, or within five (5) calendar days after the second step decision should have been received, if no decision is received. The Executive Director shall issue a written decision within ten (10) calendar days after receipt of the grievance.

### d. Step Four

In the event that the CSEA is not satisfied with the step three decision, or if no response is received within the required period, the CSEA may within ten (10) calendar days after receiving the response, or if no response is rendered, within ten (10) calendar days after the response should have been received, file a Demand for Arbitration with the Public Employment Relations Board. The arbitrator's decision shall be in writing and will set forth his findings, reasoning's and conclusions on the issues submitted and be binding and final on both parties.. The arbitrator's power will be limited to interpreting the express written provisions of this Agreement. The arbitrator will be without power or authority to make any decision which requires the commission of an act prohibited by law or which is in violation of the terms of this Agreement. The Arbitrator shall have no power to alter, add to, or detract from the provisions of this Agreement. Any decision of the arbitrator shall be reviewable pursuant to Article 75 of the Civil Practice Law and Rules.

The arbitration award must be rendered within thirty (30) calendar days after the close of the hearing, unless otherwise mutually agreed to by the parties. Any award requiring the payment of back pay or other monies may only award such payment up to ten (10) calendar days prior to the filing of the grievance.

## Article XXI - Grievance Procedure (Continued)

The timely processing of the grievance through the grievance procedure shall be a condition precedent to arbitration, unless otherwise mutually agreed to by the parties.

The election to submit a grievance to arbitration shall automatically be a waiver of all other remedies or forums which otherwise might be available in resolving disputes covered under this agreement. The cost of the services of the arbitrator will be borne equally by the Authority and the CSEA.

## Article XXII - Disciplinary Procedure

### Section 1.

Employees in the bargaining unit who have attained permanent status, shall not be discharged or otherwise disciplined except for just cause.

### Section 2.

An employee who is to be disciplined shall be served with a Notice of Discipline with a copy of the Notice of Discipline sent to the unit president. If the employee and the union disagree with the disciplinary action, they shall have a right to challenge it through the grievance procedure, initiated at Step Three. Such grievance must be filed within 10 calendar days of the employee's receipt of the Notice of Discipline. If the grievance is not resolved at Step 3, it may be appealed to Arbitration pursuant to Article XX, Section 4.d of this Agreement. The disciplinary penalty shall not be implemented until after the Step Three grievance procedure.

### Section 3.

Pending the completion of the Step Three grievance procedure, and prior to the imposition of the penalty, an employee may be suspended without pay in the event that it is necessary to have the employee removed and remain away from the worksite. The appropriateness of the suspension without pay may be reviewed by the disciplinary arbitrator. Prior to the imposition of a suspension without pay, the Executive Director, or designee, shall meet with the employee and, if requested, a Union representative. The employee will be advised of the suspension, and shall be afforded an opportunity to respond.

## Article XXII - Disciplinary Procedure (Continued)

### Section 4.

An employee who is the target of a potential disciplinary action, shall be entitled to Union representation, upon request, at any interrogation.

### Section 5.

No removal or disciplinary action shall be commenced more than twelve (12) months after the occurrence of the alleged act or acts giving rise to the discipline.

## Article XXIII - Tardiness

1. Excess tardiness results in a loss of productivity and increases the work load of co-workers. Each employee is therefore held accountable and is expected to be at his/her work location at the start of the normal work day. It is understood that excessive tardiness shall be just cause of disciplinary action.

2. Excessive tardiness shall be defined as three (3) or more occurrences of reporting late to work during any quarter of the work year. Penalties for excessive tardiness shall be as follows:

#### Offense

#### Penalty

Third Offense

Verbal counseling with letter of counseling.

Fourth Offense

Letter of Reprimand which shall not be subject to the grievance procedure.

Fifth Offense or  
Greater

Further disciplinary action,  
pursuant to the Collective  
Bargaining Agreement.

If in any calendar year, an employee reaches the fourth level of occurrence in more than one quarter, the employee shall be subject to a three (3) day suspension without pay. An employee may appeal to the Executive Director in writing regarding the factual issue of whether the employee was, in fact, tardy. The appeal shall be submitted within three (3) work days of the proposed suspension. The suspension shall be held in abeyance pending resolution of the appeal. If the appeal is denied by the Executive Director, there shall be no further appeal pursuant to the grievance procedure.

#### Article XXIV - Out of Title Work

Employees who work five consecutive days in a higher graded position, shall receive the probationary rate of pay for the higher graded position commencing on the sixth day. Prior to the start of out-of-title work, the employee shall submit an Out-Of-Title Work Declaration Form with the employee's supervisor.

#### Article XXV - Layoff and Recall

##### Section 1.

In the event that the Authority plans to layoff employees for any reason, the Authority shall meet with the union prior to such layoff.

##### Section 2.

When such layoffs take place, temporary and probationary employees shall be laid off first, in title, according to inverse order of seniority in title.

##### Section 3.

Notices of layoff shall be forwarded to the CSEA unit president on the same date that the notices are issued to the affected employees.

##### Section 4.

Employees to be laid off shall receive at least 14 calendar days notice.

##### Section 5.

When a employee is laid off due to a reduction in the work force, employees shall be permitted to bump less senior employees in lower or equal salary grades within the employee's department, so long as the employee meets the qualifications for the title.

##### Section 6.

When the work force is increased after a layoff, employees shall be recalled according to seniority by title. Notice of recall shall be sent to the employee at the employee's last known address by certified mail. If an employee fails to report for work within 10 days from the date of mailing of the notice of recall,

#### Article XXV - Layoff and Recall (Continued)

the employee shall be deemed to have resigned and shall forfeit all rights under this provision. Recall rights for an employee shall expire after a period of two years from the date of the layoff. An employee who is recalled, shall be recalled only if the employee meets the qualification for the position.

#### Article XXVI - Labor Management Committee

##### Section 1.

The parties agree to establish a labor management committee for the purposes of establishing dialogue and resolving issues of mutual concern. The parties shall meet upon the request of either party, but in any event, the parties shall attempt to meet at least quarterly.

##### Section 2.

Prior to the labor management meeting, the parties shall mutually exchange agendas. New items may not be added to the labor management committee agenda, unless by mutual agreement of the parties.

#### Article XXVII - Voluntary Resignation

Any employee who is absent from work for five (5) or more consecutive days without having given prior notification to and without having been excused by the Department Head or the Executive Director shall be considered a voluntary resignation. If no notification is received within five (5) days as stated in this article, the Authority will consider this a voluntary resignation, and the employee will forfeit all rights under this Agreement. Each department shall maintain a log for the purpose of confirming notification by all employees. In extenuating circumstances, an employee failure to provide the five (5) day notice, may be excused.

#### Article XXVIII - Employee Resignation

Employees who resign from the Authority shall give at least two (2) weeks advance notice. Failure to give the proper notice may result in the loss of payment for any accruals.

#### Article XXIX - No Strikes

Pursuant to Section 210, subdivision 1, of the Public Employees Fair Employment Act, the employees, and the Union, shall not engage in a strike, and the Union shall not cause, instigate, encourage or condone a strike, slowdown or any overt action which would interfere with the efficient operation of the Authority. The Union affirms that it will not impose any obligation upon its members to conduct, assist or participate in any way in strikes, mass resignations, mass absenteeism or any other action which would invoke or result in the interruption, delay, suspension or interference with the normal and efficient work performance of all of any of the Authority's employees.

#### Article XXX - Savings Clause

In the event that any article, section or portion of this Agreement if found to be invalid by a decision of a tribunal of competent jurisdiction, then such specific article, section or portion specified in such decisions, or having such effect shall be of no force and effect, but the remainder of this Agreement shall continue in full force and effect. Upon the issuance of such a decision, then either party shall have the right immediately to reopen negotiations with respect to a substitute for such article, section or portion of this Agreement involved.

#### Article XXXI - Conclusion of Collective Negotiations

This Agreement is the entire Agreement between the Authority and the Union and terminates the prior collective bargaining agreement and concludes all negotiations during its term. During the term of this Agreement neither party will unilaterally seek to modify its terms through legislation or any other means.

#### Article XXXII - Legislative Action

It Is Agreed By And Between The Parties That Any Provision Of This Agreement Requiring Legislative Action To Permit Its Implementation By Amendment Of Law Or By Providing The Additional Funds Thereof Shall Not Become Effective Until The Appropriate Legislative Body Has Given Approval.

Article XXXIII - Duration of Agreement

This Agreement shall be effective upon its execution and shall remain in full force and effect until December 31, 2003.

IN WITNESS WHEREOF, the parties hereunto have set their hands and the said Agreement has been duly executed.

Montgomery, Otsego, Schoharie  
Solid Waste Management Authority

By: Gilbert L. Cluckett  
Title: Executive Director

Civil Service Employees Association

By: Art Fleischer, LRS, CSEA Inc.  
Title:

By: Randy A. Dreyer  
Title: SSM President



Appendix "A"

Included Titles

<u>Title</u>	<u>Pay Grade</u>
Automotive/Maintenance Mechanic/Operator	(F)
Account Clerk Typist	(C)
Maintenance Supervisor	(I)
Senior Account Clerk Typist	(G)
Transfer Station Operator	(F)
Transfer Station Supervisor I	(H)
Transfer Station Operator, Trainee	(D)

Appendix "B"

Excluded Titles

Title

Accountant  
Confidential Secretary  
Director of Finance and Administration  
Director of Operations and Maintenance  
Executive Director  
Facility Manager

Appendix "C"

Salary Schedule

January 1, 2001 - December 31, 2001

<u>Title</u>	<u>Pay Grade</u>	<u>Probation Rate</u>	<u>Permanent Rate</u>
Account Clerk Typist	(C)	10.87	11.37
Automotive/Maintenance Mechanic/Operator	(F)	12.37	12.87
Maintenance Supervisor	(I)	13.87	14.37
Senior Account Clerk Typist	(G)	12.87	13.37
Transfer Station Operator	(F)	12.37	12.87
Transfer Station Operator, Trainee	(D)	11.37	11.87
Transfer Station Supv. I	(H)	13.37	13.87

Appendix "D"

Salary Schedule

January 1, 2002 - December 31, 2002

<u>Title</u>	<u>Pay Grade</u>	<u>Probation Rate</u>	<u>Permanent Rate</u>
Account Clerk Typist	(C)	11.37	11.87
Automotive/Maintenance Mechanic/Operator	(F)	12.87	13.37
Maintenance Supervisor	(I)	14.37	14.87
Sr. Account Clerk Typist	(G)	13.37	13.87
Transfer Station Operator	(F)	12.87	13.37
Transfer Station Operator, Trainee	(D)	11.87	12.37
Transfer Station Supv. I	(H)	13.87	14.37

Appendix "E"

Salary Schedule

January 1, 2003 - December 31, 2003

<u>Title</u>	<u>Pay Grade</u>	<u>Probation Rate</u>	<u>Permanent Rate</u>
Account Clerk Typist	(C)	11.87	12.37
Automotive/Maintenance Mechanic/Operator	(F)	13.37	13.87
Maintenance Supervisor	(I)	14.87	15.37
Sr. Account Clerk Typist	(G)	13.87	14.37
Transfer Station Operator	(F)	13.37	13.87
Transfer Station Operator, Trainee	(D)	12.37	12.87
Transfer Station Supv. I	(H)	14.37	14.87